

## CHAPTER 4

### DD FORM 1822, "REPORT OF DISCLOSURE OR DENIAL OF U.S. CLASSIFIED MILITARY INFORMATION" (RCS DD-POL(AR)1661)

#### A. PURPOSE

The DD Form 1822 is an OCR readable form used to report information to create a FORDTIS case concerning decisions to disclose or deny U.S. CMI to foreign governments and international organizations. The form is for **use** by activities having disclosure authority but not having access to an interactive FORDTIS terminal for data entry.

#### B. DATA ENTRY REQUIREMENTS AND EXCLUSIONS

A DD Form 1822 must be completed for each disclosure action that involves the following:

1. Classified information, documentation, or materiel that is disclosed pursuant to foreign military sales (FMS), or loans or grants of military materiel.

2. CMI disclosed or denied pursuant to a request from a foreign government or international organization.

3\* CMI disclosed pursuant to a U.S. request and significant denials of U.S. requests.

4. Significant disclosures and denials (see definitions) .

5. Exclusions:

a. For classified military training, individual courses need not be itemized when they are related--closely in content. Individual manuals, films, or instructional devices need not be itemized. Class notes need not be reported if the training was reported.

b. For previously disclosed documents, changes that are disclosed need not be reported unless the change constitutes a major content revision and provided the original disclosure was entered in FORDTIS.

c. For military exercises, individual disclosures such as exercise message traffic need not be reported, provided the exercise was reported.

#### c. PROCEDURES

1. Policies, procedures, and standards for the disclosure of CMI to foreign governments and international organizations are

contained in DoD Directive 5230.1 1 (reference (e) ) , DoD Instruction 5230.17 (reference (h) ) , and in implementing regulations issued by the DoD Components.

2. Activities preparing DD Form 1822 shall forward the form to the FORDTIS CMI DBA who has disclosure jurisdiction for their DoD Component. Activities that have disclosure authority granted under reference (e) , but do not have a FORDTIS interactive terminal or a DoD Component-level DBA shall forward their DD Form 1822s to the CM I DBA, ODUSD(P) . A list of disclosure authorities, and the CMI DBA for each, is at Appendix C.

3. Instructions for completing DD Form 1822 are at Appendix B.

4. Supplies of DD Form 1822 may be obtained from the FORDTIS office. The form is not available through regular supply channels. Send requests to:

Office of the Secretary of Defense  
ODUSD(P)/CSP  
ATTN: FORDTIS Office/Forms  
Washington, D.C. 20301-2200